	Appendix 1
No. : Encl. :	
То	
The Governor of Bank Indonesia	
Jl. M.H. Thamrin No.2	
JAKARTA 10110	

Attn. Directorate of Islamic Banking

Subject: Application for Approval in Principle for Establishment of Bank

Assalamu'alaikum Wr.Wb.

We herewith submit an application for approval in principle for establishment of a Bank under the proposed name of, domiciled in

To meet the requirements for this application, we herewith submit the following:

- 1. Draft deed of incorporation, including Articles of Association stating the following:
 - a. name and domicile;
 - b. scope of business as a Bank;
 - c. capital;
 - d. ownership;
 - e. powers, responsibilities, and term of office of the Board of Directors and Board of Commissioners;
 - f. placement and duties of the Sharia Supervisory Board;
- 2. Ownership data as follows:
 - a. list of nominee shareholders and details of each individual shareholding, for a Bank legally incorporated as a Limited Liability Company/Regional Government Enterprise;
 - b. list of nominee members including details of principal savings, mandatory savings, and list of endowments, for a Bank legally incorporated as a Cooperative.
- 3. List of candidates for the Board of Directors, Board of Commissioners, and Sharia Supervisory Board*) with required documents attached;
- 4. proposed composition and organizational structure, including personnel;
- 5. business plan for the first year, containing the following:

Appendix 1 Circular Letter of Bank Indonesia Number 7/5/DPbS dated February 8, 2005

- a. feasibility study of market opportunities and economic potential, including supporting data;
- b. operational plan for mobilization and channeling of funds, and steps to be taken to carry out this plan; and
- c. balance sheet, income statement, and monthly cash flow projection for 12 (twelve) months from the date that the Bank commences operation.
- 6. medium and long-term strategic corporate plan;
- 7. risk management guidelines, plan for internal control system, plan for the information technology system to be used, and levels of authority;
- 8. working systems and procedures;
- 10. personal statements by the proposed shareholders/members*) concerning source of paid up capital.

Thanking you in advance for consideration of our application.

Wassalamu'alaikum Wr. Wb.

Names and signatures of proposed owners

- *) Delete whichever is not applicable.

<u>Ap</u> ı	pendix 2
No. : Encl. :	
То	
The Governor of Bank Indonesia	
Jl. M.H. Thamrin No.2	
JAKARTA 10110	
Attn. Directorate of Islamic Banking	
Subject: Application for Bank Operating License	
Assalamu'alaikum Wr. Wb.	
In reference to approval in principle Number dated, issue Governor of Bank Indonesia, we the undersigned:	d by the
Name of Bank :	
Address :	
herewith submit an application for Bank operating license. To complete the requiren	nents for

herewith submit an application for Bank operating license. To complete the requirements for this application, we enclose the following documents:

- 1. Deed of incorporation of legal entity, including Articles of Association legally approved by the competent authority;
- 2. Ownership data as follows**):
 - a. list of nominee shareholders and details of each individual shareholding, for a Bank legally incorporated as a Limited Liability Company/Regional Government Enterprise;
 - b. list of nominee members including details of principal savings, mandatory savings, and list of endowments, for a Bank legally incorporated as a Cooperative.
- 3. List of members of the Board of Directors and Board of Commissioners, with required documents attached**);
- 4. Proposed composition and organizational structure, including personnel**);
- 5. Business plan for the first year, containing the following**):
 - a. feasibility study of market opportunities and economic potential, including supporting data;
 - b. operational plan for mobilization and channeling of funds, and steps to be taken to carry out this plan; and
 - c. balance sheet, income statement, and monthly cash flow projection for 12 (twelve) months from the date that the Bank commences operation.
- 6. Medium and long-term corporate plan **);

Appendix 2 Circular Letter of Bank Indonesia Number 7 /5/DPbS dated February 8, 2005

7.	Risk management guidelines, plan for internal control system, plan for the information
	technology system to be used, and levels of authority**);
	Working systems and procedures **);
9.	Photocopy of deposit slip in the amount of Rp (
	of the Board of Governors of Bank Indonesia, q.q, (one of the
	proposed owners of the Bank), comprising % (percent) of the
	required paid up capital, stating that funds may only be withdrawn upon written approval
	from the Board of Governors of Bank Indonesia.
10.	Proof of operational readiness, including the following:
	a. list of fixed assets and inventory;
	b. proof of ownership, control, or leasing agreements for office premises;
	c. photograph of office building and layout of office space;
	d. specimen forms/notes/slips to be used in the operations of the Bank;
	e. bookkeeping system to be used in the Bank operations;
	f. Taxpayer Identification Number (NPWP) and Corporate Registration (TDP).
11.	Personal statements from the shareholders/members*) concerning source of funds for paid
	up capital.
12.	Personal statements from the members of the Board of Directors that they neither jointly
	nor severally own more than 25% (twenty-five percent) of shares in the paid-up capital of
	another company.
	Thanking you in advance for consideration of our application.
	Thanking you in advance for consideration of our application.
	Wassalamu'alaikum Wr. Wb.
	BOARD OF DIRECTORS
	DOARD OF DIRECTORS
cc:	Bank Indonesia Regional Office (for a Bank planning to open its head office outside the working
	area of the Bank Indonesia Head Office)
*)	Delete whichever is not applicable.
**)	In event of any change.
)	in event of any change.

Appendix 3 Circular Letter of Bank Indonesia Number 7 /5/DPbS dated February 8, 2005

		Appendix 3
No. : Encl. :		,
To The Governor of Bank Indonesia Jl. M.H. Thamrin No.2 JAKARTA 10110		
Attn. <u>Directorate of Islamic</u> <u>Bank Indonesia Region</u>		
Subject: Application for A Assalamu'alaikum Wr. Wb.	Approval for Encashment	of <i>Mudharabah</i> Deposit
In reference to Decree of the I dated concerning Issuar inform you that we opened for business	nce of Operating License for	Indonesia Number, we hereby
Now that Bank for approval for encashment of the <i>Mucheld at Bank Syariah</i> at	lharabah Deposit from the p	
Details of the Mudharabah Deposit are	e as follows:	
No. Deposit Series No./ Account No. 1.	In Favor of Deputy Governor, QQ	Amount
2.		
	Total	
	1	
These funds will be used for the busine	ess operations of Bank	
Kindly be informed.		
Wassalamu'alaikum Wr. Wl	D.	
	Е	BOARD OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office)
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.

Appendix 4
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0. :
nel. :
ank Indonesia
M.H. Thamrin No.2
AKARTA 10110
Attn. <u>Directorate of Islamic Banking or</u>
Bank Indonesia Regional Office*)
Subject: Commencement of Banking Business
Assalamu'alaikum Wr. Wb.
In reference to Decree of the Governor of Bank Indonesia Number
we hereby inform you that we opened for business on (date)
Kindly be informed.
Wassalamu'alaikum Wr. Wb.

cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office)

^{*)} For a Bank having its head office outside the working area of the Bank Indonesia head office.

Appendix 5
No. :
Encl. :
То
Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. <u>Directorate of Islamic Banking or</u>
Bank Indonesia Regional Office*)
Subject: Change in Composition of Bank Ownership
Assalamu'alaikum Wr. Wb.
We hereby inform you that pursuant to a resolution adopted in a general meeting of shareholders/meeting of members **) on (date) the composition of Bank ownership was changed as a result of additional paid up capital/without change in paid up capital**) as follows:
A. Former composition of bank ownership:
No. Nome of Owners Bon Volvo Nymbor of Shores

No.	Name of Owner	Par Value (Rp thousands)	Number of Shares
1.			
2.			

B. New composition of bank ownership:

No.	Name of Owner	Par Value (Rp thousands)	Number of Shares
1.			
2.			

Attached herewith are the required documents.

Kindly be informed.

Wassalamu'alaikum Wr. Wb.

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.

Appendix 6
No. : Encl. :
То
Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. <u>Directorate of Islamic Banking or</u>
Bank Indonesia Regional Office*)
Subject: Change in Authorized Capital Assalamu'alaikum Wr. Wb.
We hereby inform you of a resolution adopted in a general meeting of shareholders/meeting of members**) convened on (date), amending the authorized capital of the Bank.
Attached herewith are the minutes of the general meeting of shareholders/meeting of members**) and a photocopy of the deed of amendment of articles of association approved by general meeting of shareholders/meeting of members**), issued by the competent authority, which we received on (date)
Kindly be informed. Wassalamu'alaikum Wr. Wb.

cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).

^{*)} For a Bank having its head office outside the working area of the Bank Indonesia head office.

^{**)} Delete whichever is not applicable.

			Appendix 7
No.	:		
Encl.	:		
То			
The G	overnor of	Bank Indonesia	
Jl. M.I	H. Thamrir	n No.2	
<u>JAKA</u>	RTA 1011	<u>0</u>	
	Attn. <u>Dir</u>	ectorate of Islamic Banking	
	Subject:	Application of Approval of Candidates for Board of Commissioners, and/or Sharia Supervisory Board of Candidates for Board of Commissioners, and/or Sharia Supervisory Board of Candidates for Board of	
	We herel Sharia Su	a'alaikum Wr. Wb. by propose candidates for the Board of Directors, I pervisory Board as follows:	Board of Commissioners,
	ard of Dir		
No.		Name of Director	
1. 2.			
В. Во	oard of Cor	mmissioners:	
No.		Name of Commissioner	
1.			
2.			
C. Sh	aria Super	visory Board	
No.	N	Jame of Sharia Supervisory Board Member	
1.			
2.			

Attached herewith are the required documents.

Kindly be informed.

Wassalamu'alaikum Wr. Wb.

BOARD OF DIRECTORS

Appendix 8
,
No. :
Encl. :
То
Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. Directorate of Islamic Banking or
Bank Indonesia Regional Office*)
Subject: Appointment of Bank Board of Directors, Board of Commissioners, and Sharia Supervisory Board
Assalamu'alaikum Wr. Wb.
We hereby inform you that pursuant to a resolution adopted in a general meeting of shareholders/meeting of members**) on (date), members were appointed to the Board of Commissioners, the Bank Board of Directors, and the Sharia Supervisory Board as

A. Board of Directors:

follows:

No.	Name of Director
1.	
2.	

B. Board of Commissioners:

No.	Name of Commissioner
1.	
2.	

C. Sharia Supervisory Board

No.	Name of Sharia Supervisory Board Member
1.	
2.	

Attached herewith are the required documents.

Kindly be informed.

Wassalamu'alaikum Wr. Wb.

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.

			Appendix 9
No.	:		
Enc	:1. :		
To			
Bar	ık Indonesia		
J1. N	M.H. Thamrin	No.2	
JAI	<u>KARTA 101</u>	<u>10</u>	
	Attn. Dir	rectorate of Islamic Banking or	
	Ba	nk Indonesia Regional Office*)	
	Subject:	Findings of Bank Sharia Supe	rvisory Board
	Assalamu	'alaikum Wr. Wb.	
			e Sharia Supervisory Board for the period
of.	throug	th This report inc	ludes the following:
a.		ort concerning compliance of icts) issued by the National Sha	Bank products and services with the fatwas ria Council;
b.	sharia legal o	ppinion in regard to the operation	nal and product guidelines issued by the Bank;
c.	general shari the Bank.	ia legal opinion of the conduct	of Bank operations in the published report of
	Kindly be	e informed.	
	Wassalan	ıu'alaikum Wr. Wb.	
ВО	ARD OF DIR	ECTORS	SHARIA SUPERVISORY BOARD
cc:	National Shar	ia Council	
	Bank Board o	of Commissioners	
*)	For a Bank ha	aving its head office outside the working	ng area of the Bank Indonesia head office.

			Appendix 10
No.	:		
Encl.	:		
То			
	Indonesia		
	H. Thamrin No.2		
JAKA	ARTA 10110		
	Attn. Directorate o	f Islamic Banking or	
	Bank Indones	sia Regional Office*)	
	Subject: Appointm	ent of Bank Executive Officer ar	nd/or Branch Office Manager
	Assalamu'alaikum	Wr. Wb.	
Office			of Executive Officers and/or Branch
Office	e managers as explain	ned below.	
	Name	Position	Effective from
		1 OSITIOH	Effective from
• • •			
•••	••••••		
••	Enclosed herewith	a are the letters of annointmen	t and empowerment as Executive
		* *	rd of Directors of the Bank, and the
	Kindly be informed	d.	
	Wassalamu'alaiku	m Wr. Wb.	
			BOARD OF DIRECTORS

- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.

			Appendix 11
		••••••••••••	
No.	:		
Encl.	:		
To			
The Go	overnor of Bank Indonesia		

JAKARTA 10110

Jl. M.H. Thamrin No.2

Attn. Directorate of Islamic Banking or

Bank Indonesia Regional Office*)

Subject: Application for License for Establishment of Branch Office

Assalamu'alaikum Wr. Wb.

We herewith submit an application for license to establish a Branch Office at the address of in accordance with the annual workplan of our Bank.

The following documents are enclosed for your consideration:

- 1. Balance Sheet and detailed report of Earning Assets Quality for the last 2 (two) months.
- 2. Plan for operational readiness, including the following:
 - a. list of fixed assets and inventory;
 - b. proof of ownership, control, or leasing agreements/MoU for leasing of office premises;
 - c. photograph of office building and layout of office space;
 - d. specimen forms/notes/slips to be used in operations.
- 3. Feasibility study, presenting:
 - a. economic potential;
 - b. market opportunities;
 - c. level of fair competition;
 - d. saturation level.
- 4. Cash flow projection for 12 (twelve) months.
- 5. Business plan for the Branch Office for 12 (twelve) months.

Thanking you in advance for consideration of our application.

Wassalamu'alaikum Wr. Wb.

BOARD OF DIRECTORS

cc: Directorate of Islamic Banking (for Bank office located in the working area of the Bank Indonesia Head Office)

Bank Indonesia Regional Office for the area in which the Sharia Branch Office is to be established/opened.

*) For a Bank having its head office outside the working area of the Bank Indonesia head office.

Appendix 12
,
No. :
Encl. :
To
Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. Directorate of Islamic Banking or
Bank Indonesia Regional Office*)
Subject: Opening of Bank Branch Office
Assalamu'alaikum Wr. Wb.
Pursuant to license for establishment of Branch Office number
, issued by the Governor of Bank Indonesia, we hereby inform you that our Branch office in was inaugurated and commenced operation on (date)
Kindly be informed.
Wassalamu'alaikum Wr. Wb.

- cc: Directorate of Islamic Banking (for Bank office located in the working area of the Bank Indonesia Head Office)
 - Bank Indonesia Regional Office for the area in which the Sharia Branch Office is established/opened.
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.

	Appendix 13
No. :	
Encl. :	
Го	
Bank Indonesia	
Jl. M.H. Thamrin No.2	
IAVADTA 10110	

<u>JAKARTA 10110</u>

Attn. <u>Directorate of Islamic Banking or</u>
<u>Bank Indonesia Regional Office</u>*)

Subject: Planned Opening of Sub-Branch Offices/Units

Assalamu'alaikum Wr. Wb.

We herewith submit the following plan for opening of Sub-Branch Offices/Units/Sharia Banking Units/Cash Units**), as stated in our Annual Business Plan:

No	Unit	Location	Date
1.	Sub-Branch Offices	a	
		b	
2.	Sharia Banking Units	a	
		b	
3.	Cash Units	a	
		b	

Kindly be informed.

Wassalamu'alaikum Wr. Wb.

BOARD OF DIRECTORS

cc:	Directorate of Islamic Banking (for a Bank having its head office in the working area of the Bank
	Indonesia Head Office)

Bank Indonesia Regional Office (for a Bank having its head office outside the working area of the Bank Indonesia head office)

- *) Bank Indonesia Regional Office in the area in which the Bank offices are to be established.
- **) Delete whichever is not applicable.

					Appendix 14
					,
No.	:				
Encl.	:				
То					
Bank	Indone	sia			
Jl. M	.H. Tha	mrin No. 2			
JAK	ARTA 1	0110			
	Attn	Directorate o	f Islamic Banking or		
	1 10011.		sia Regional Office*)		
		Dunk maone.	ma regionar onice		
	Subje	ect: Opening	of Sub-Branch Offices/Units		
	Subje	et. Opening	or sub-branch Offices, offices		
	Annal	amu'alaikum	W. W.		
				. Indonesia Num	h
dated			r of confirmation from Bank cerning		
work	plan, w	e hereby infor	m you that we have opened		
Units	Cash U	Inits **) as fol			
Cul	Duonolo	Unit	Location		Date
Sub	-Branch	Offices	a b		
Sha	ria Bank	ing Units	a		
			b		
Cas	h Units		a		
			b		
	Kindl	y be informed			
		alamu'alaikun			
	rr uss	ишти шшкит	, ,,, ,, ,, ,, ,, ,, ,, ,, ,, ,, ,, ,,	BOARD	OF DIRECTORS
				BOARD	OF DIRECTORS
cc:		orate of Islamic esia Head Office)	Banking (for a Bank having its he	ead office in the wo	orking area of the Bank
	Bank	Indonesia		or a Bank having its	s head office outside the
*)		_	al Office in the area in which the Ba	ank offices are opene	ed.
**)	Delete	whichever is not	applicable.		

	Appendix 15
No. :	
Encl. :	
То	
Bank Indonesia	
Jl. M.H. Thamrin No. 2	
JAKARTA 10110	

Attn. <u>Directorate of Islamic Banking or</u>
Bank Indonesia Regional Office*)

Subject: Plan for Opening of Outdoor Cash Units

Assalamu'alaikum Wr. Wb.

We hereby inform you of our plan for opening the following units, as stated in our Annual Workplan:

No	Unit **)	Location	Date
1.	Payment Points	a	
		b	
2.	Mobile/Floating Cash Units	a	
		b	
3.	Automated Teller Machines	a	
	(ATMs)	b	

Kindly be informed.

Wassalamu'alaikum Wr. Wb.

BOARD OF DIRECTORS

cc:	Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank
	Indonesia head office)

- *) Bank Indonesia Regional Office in the area in which the Outdoor Cash Units are to be opened.
- **) Delete whichever is not applicable.

			Appendix 16
			,
No.	:		
Encl.	:		
To			
Bank l	Indonesia		
Jl. M.I	H. Thamrin No. 2		
JAKA	RTA 10110		
	Attn. <u>Directorate of Islamic I</u>	Banking or	
	Bank Indonesia Region	al Office*)	
	Subject: Opening of Outdoo	r Cash Units	
	Assalamu'alaikum Wr. Wb.		
	In reference to our letter num		•
have o	pened the following Outdoor C	ce with our annual workplan, p Cash Units:	hease be informed that we
No	Unit **)	Location	Date
1.	Payment Points	a	
2.	Mobile/Floating Cash Units	a	
2.	Wilder Fouring Cush Chits	b	
3.	Automated Teller Machines	a	
	(ATMs)	b	
	Kindly be informed.		
	Wassalamu'alaikum Wr. Wb.		
	,, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	ВО	ARD OF DIRECTORS
cc:	Directorate of Islamic Banking (fo Indonesia Head Office)	or a Bank having its head office in	the working area of the Bank
	Bank Indonesia	nal Office (for a Bank having its head	l office outside the working area

Bank Indonesia Regional Office in the area in which the Bank offices are opened.

**) Delete whichever is not applicable.

*)

	Appendix 17
No. :	
Encl. :	
То	
The Governor of Bank Indonesia	
Jl. M.H. Thamrin No.2	
JAKARTA 10110	

Attn. Directorate of Islamic Banking or

Bank Indonesia Regional Office*)

Subject: Application for License for Establishment of Offshore Branch

Office/Other Operational Office**)

Assalamu'alaikum Wr. Wb.

We herewith submit an application for a license for establishment of a Branch Office/Other Operational Office**) in (city) in (country) in accordance with the annual workplan of our Bank.

The following documents are enclosed for your consideration:

- 1. Consolidated financial statement and detailed report of earning assets quality for the last 2 (two) months in the prescribed format for the Published Financial Statement.
- 2. Plan for operational readiness, including the following:
 - a. list of fixed assets and inventory;
 - b. proof of ownership, control, or leasing agreements/MoU for leasing of office premises;
 - c. photograph of office building and layout of office space;
 - d. specimen forms/notes/slips to be used in the operations of the Branch Office.
- 3. Business plan for the Branch Office/other Operational Office**) for the last 12 (twelve) months.
- 4. Feasibility study presenting analysis of market opportunities and economic potential.

 Thanking you in advance for consideration of our application.

Wassalamu'alaikum Wr. Wb.

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) Bank Indonesia Regional Office in the area in which the Bank office is to be opened.
- **) Delete whichever is not applicable.

Appendix 18
,
No. :
Encl. :
То
The Governor of Bank Indonesia
Jl. M.H. Thamrin No.2
JAKARTA 10110
Attn. Directorate of Islamic Banking or
Bank Indonesia Regional Office*)
Subject: Application for License for Establishment of Offshore Representative Office/Non-Operational Office**)
Assalamu'alaikum Wr. Wb.
We herewith submit an application for a license for establishment of Representative Office/Non-Operational Office**) in (city) in (country) in accordance with the annual workplan of our Bank.
The following information is included for your consideration:
1. Reasons for establishment of the Representative Office/Non-Operational Office**).
2. Consolidated Financial Statement for the latest 2 (two) months.
Thanking you in advance for consideration of our application.
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office)
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.

Appendix 19
,
No. :
Encl. :
То
Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. <u>Directorate of Islamic Banking or</u> <u>Bank Indonesia Regional Office*)</u>
Subject: Opening of Overseas Office
Assalamu'alaikum Wr. Wb.
Pursuant to the license for establishment of Branch Office/Other Operational Office/Representative Office/Non-Operational Office number
Kindly be informed. Wassalamu'alaikum Wr. Wb.

- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.
- ***) If other operational office, please specify type.

cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).

Appendix 20
,
No. :
Encl. :
To:
The Governor of Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. <u>Directorate of Islamic Banking or</u> <u>Bank Indonesia Regional Office</u> *)
Subject: Application for Change of Address for Head Office or Branch Office**)
Assalamu'alaikum Wr. Wb.
We herewith submit our application for change of address for our Head Office/Branch Office**) from the existing address of to the new address of for reasons of
Please find enclosed the required data and documents, including the following:
1. Plan for operational readiness of the Bank office, including facilities.
2. Plan for settlement or transfer of Bank claims and liabilities.
3. Feasibility study concerning new location:
a. economic potential;b. market opportunities;c. level of fair competition among banks;d. saturation level of number of banks.
Thanking you in advance for consideration of our application.
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS

Directorate of Islamic Banking (for office of a Bank having its head office in the working area of the

Bank Indonesia Regional Office (for office of a Bank having its head office outside the

*) For Bank office located outside the working area of the Bank Indonesia Head Office.

working area of the Bank Indonesia head office).

**) Delete whichever is not applicable.

Bank Indonesia Head Office).

cc:

	Appendix 21
	,
No.	
Encl.	
То	
Bank I	ndonesia
Jl. M.H	I. Thamrin No.2
JAKAF	RTA 10110
	Attn. <u>Directorate of Islamic Banking or</u>
	Bank Indonesia Regional Office*)
	Subject: Change of Address for Bank Head Office/Branch Office**)
	Assalamu'alaikum Wr. Wb.
	On (date), pursuant to approval for change of address of Head
	Branch Office**) number dated, issued by the nor of Bank Indonesia, we moved address as follows:
Office	
	address: Tel Telex Fax
New ac	
address	ed herewith is a photocopy of a newspaper clipping of the announcement of change of s.
	Kindly be informed.
	Wassalamu'alaikum Wr. Wb.
	BOARD OF DIRECTORS
	pirectorate of Islamic Banking (for office of a Bank having its head office in the working area of the Bank adonesia head office)
	ank Indonesia
*) Fo	or Bank office located outside the working area of the Bank Indonesia Head Office.

**) Delete whichever is not applicable.

	Appendix 22
No.	:
Enc	1. :
To	
Ban	k Indonesia
Jl. N	M.H. Thamrin No.2
JAK	<u>XARTA 10110</u>
	Attn. Directorate of Islamic Banking
	Bank Indonesia Regional Office*)
	Subject: Plan for Change of Address of Domestic Sub-Branch Office/Unit or Outdoor Cash Unit**)
	Assalamu'alaikum Wr. Wb.
	We hereby inform you of our plan for change of address for our Sub-Branch ce/unit/Outdoor Cash Unit**), from the existing address of to the new ress of
Plea	ase find enclosed the required data and documents, including the following:
1.	Plan for operational readiness of the Bank office.
2.	Plan for settlement or transfer of Bank claims and liabilities.
3.	Feasibility study concerning the new location, stating the saturation level of number of Banks.
	Thanking you in advance for consideration of our application.
	Wassalamu'alaikum Wr. Wb.
	BOARD OF DIRECTORS
cc:	Directorate of Islamic Banking (for office of a Bank having its head office in the working area of the Bank Indonesia Head Office).
	Bank Indonesia Regional Office (for office of a Bank having its head office outside the working area of the Bank Indonesia head office).
*)	Bank Indonesia Regional Office in the area in which the Bank office is to be opened.
**)	Delete whichever is not applicable.

	Appendix 23
	,
No.	
Encl.	
То	
Bank	Indonesia
Jl. M.	H. Thamrin No.2
<u>JAK</u>	ARTA 10110
	Attn. <u>Directorate of Islamic Banking</u>
	Bank Indonesia Regional Office*)
	Subject: Change of Address for Sub-Branch Office/Unit or Outdoor Cash Unit **)
	Assalamu'alaikum Wr. Wb.
	On (date), pursuant to letter of confirmation for change of address
	er
Office	,
	e :
	address : Tel Telex Fax
addre	e find attached a photocopy of a newspaper clipping of the announcement of change of ss.
	Kindly be informed.
	Wassalamu'alaikum Wr. Wb.
	BOARD OF DIRECTORS
cc:	Directorate of Islamic Banking (for office of a Bank having its head office in the working area of the Bank Indonesia head office)
	Bank Indonesia
*)	Bank Indonesia Regional Office in the area in which the Bank office is opened.
**)	Delete whichever is not applicable.

Delete whichever is not applicable.

Appendix 24
,
No. :
Encl. :
To
Bank Indonesia
Jl. M.H. Thamrin No.2
JAKARTA 10110
Attn. <u>Directorate of Islamic Banking</u>
Bank Indonesia Regional Office*)
Subject: Plan for Change of Address of Overseas**) Branch Office/ Representative Office/Other Operational Office***)
Assalamu'alaikum Wr. Wb.
Please be informed that we will change address for our overseas**) Branch Office/ Representative Office/Other Operational Office***), from the existing address of to the new address of for reasons of
Kindly be informed.
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS

- Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank cc: Indonesia head office)
- For a Bank having its head office outside the working area of the Bank Indonesia head office. *)
- **) Delete whichever is not applicable.
- ***) Please specify activity.

Appendix 25
,
No. :
Encl. :
To
Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. Directorate of Islamic Banking
Bank Indonesia Regional Office*)
Subject: Change of Address of Overseas**) Branch Office/Representative Office/other Operational Office***)
Assalamu'alaikum Wr. Wb.
On (date), our Overseas**) Branch Office/Representative Office/Other Office***) moved from the former address of to the new address of in accordance with the attached approval issued by the competent national
authorities.
Kindly be informed.
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office)
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office
- **) Delete whichever is not applicable.
- ***) Please specify activity.

Appendix 26

No. :
Encl. :
То
Bank Indonesia
Jl. M.H. Thamrin No.2
JAKARTA 10110
Attn. Directorate of Islamic Banking
Bank Indonesia Regional Office*)
Subject: Application for Change of Name of Bank
Assalamu'alaikum Wr. Wb.
Please be informed that on (date), our Bank, formerly named, changed its name to, with approval from the competent authority as stated in the attached documents.
In this regard, we request Bank Indonesia to amend the business license of our Bank from the former name of Bank to Bank
Thanking you in advance for consideration of our application.
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS

cc:

the Bank Indonesia head office).

Bank Indonesia Regional Office (for a Bank having its head office outside the working area of

^{*)} For a Bank having its head office outside the working area of the Bank Indonesia head office.

Appendix 27
,
No. :
Encl. :
То
Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. <u>Directorate of Islamic Banking or</u>
Bank Indonesia Regional Office*)
Subject: Change of Name of Bank
Assalamu'alaikum Wr. Wb.
Please be informed that pursuant to Decree of the Governor Bank Indonesia No
have changed our Bank name from the former name of Bank to Bank
Attached herewith is a photocopy of a newspaper clipping of the announcement of change of name.
Kindly be informed.
Wassalamu'alaikum Wr. Wb.

cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).

^{*)} For a Bank having its head office outside the working area of the Bank Indonesia head office.

	Appendix 28
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overnor of I	Bank Indonesia
I. Thamrin	No.2
RTA 10110	
Attn. Direc	ctorate of Islamic Banking
Subject:	Application for Approval in Principle for Conversion of Legal
	Incorporation of Bank
Assalamu'	alaikum Wr. Wb.
We herewi	th submit an application for approval in principle for conversion of the legal
	ur Bank from to
terial for co	nsideration, we enclose the following:
Reasons fo	or conversion of legal incorporation.
Draft deed	of incorporation of the new legal entity, including Articles of Association.
Plan for tra	ansfer of all rights and liabilities from the former legal entity to the new legal
	embers of the Board of Commissioners and Board of Directors, including ocuments in the event of any change.
Ownership	data, including the required documents in the event of any change.
Thanking y	you in advance for consideration of our application.
Wassalami	u'alaikum Wr. Wb.
	BOARD OF DIRECTORS
	sia
	Attn. Direct Subject: Assalamu'a We herewiteration of orderial for conterial for conterial for transported decomposition. List of merequired decomposition. Thanking y Wassalama

		Appendix 29
		,
No	. :	
Enc	el. :	
То		
The	e Governor of	Bank Indonesia
J1. 1	M.H. Thamrin	No.2
JAl	KARTA 10110	<u>)</u>
	Attn. <u>Dire</u>	ctorate of Islamic Banking
	Subject:	Application for Conversion of Bank Operating License from Former Legal Entity to New Legal Entity
		Entity to New Legal Entity
	Assalamu	'alaikum Wr. Wb.
		ace to Decree of the Governor of Bank Indonesia Number dated
	, we here	with submit an application for conversion of operating license from
То	complete the r	requirements for this application, we enclose the following documents:
1.		orporation of a new legal entity including Articles of Association legally the competent authority.
2.		idates for the Board of Directors, Board of Commissioners, and Sharia Board with required documents attached.
3.	Ownership da	ata, including the required documents in the event of any change.
4.	Draft minutes legal entity.	s of transfer of all rights and liabilities from the former legal entity to the new
5.		ne general meeting of shareholders/meeting of members*) of the former legal ring the conversion of legal incorporation and dissolution of the former legal
	Thanking	you in advance for consideration of our application.
	Wassalam	u'alaikum Wr. Wb.
		BOARD OF DIRECTORS
cc:		esia

Appendix 30
,
No. :
Encl. :
To
Bank Indonesia
Jl. M.H. Thamrin No.2
JAKARTA 10110
Attn. Directorate of Islamic Banking or
Bank Indonesia Regional Office*)
Subject: Conversion of Bank Operating License from former Legal Entity to New
Legal Entity.
Assalamu'alaikum Wr. Wb.
Please be informed that pursuant to Decree of the Governor of Bank Indonesia No. dated concerning approval for
conversion of legal incorporation, we have completed the conversion of legal incorporation
from to
Attached herewith is a photocopy of a newspaper clipping announcing the conversion
of legal incorporation.
Kindly be informed.
H7 1 1 1 H7 H7
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS

DUAND OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.

	Appendix 31
	,
No.	
Encl.	
To	
The Go	overnor of Bank Indonesia
Jl. M.H	I. Thamrin No.2
<u>JAKAI</u>	RTA 10110
	Attn. <u>Directorate of Islamic Banking</u>
	Bank Indonesia Regional Office*)
	Subject: Approval in Principle for Closure of Branch Office
	Assalamu'alaikum Wr. Wb.
Office	We herewith submit our application for approval in principle for closure of our Branch at the address of for reasons of
liabiliti	For your consideration, we submit the measures to be taken for settlement of all ies of the Branch Office to customers and other parties.
	Thanking you in advance for consideration of our application.
	Wassalamu'alaikum Wr. Wb.
	BOARD OF DIRECTORS
cc:	Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office)
	Bank Indonesia Regional Office in the area in which the Branch Office is to be closed.

For a Bank having its head office outside the working area of the Bank Indonesia head office.

*)

	Appendix 32
No.	
Encl.	
To	
The G	Governor of Bank Indonesia
Jl. M.	H. Thamrin No.2
<u>JAKA</u>	ARTA 10110
	Attn. <u>Directorate of Islamic Banking</u>
	Bank Indonesia Regional Office*)
	Subject: Application for Closure of Branch Office
	Assalamu'alaikum Wr. Wb.
	In reference to approval in principle Number dated issued
	e Governor of Bank Indonesia, we herewith submit our application for closure of our ch Office at the address of
	eation, we enclose the following documents:
1.	Proof of settlement of liabilities to customers and other parties.
2.	Personal statement from the Board of Directors of the Bank that the measures for
	settlement of all liabilities of the Branch Office to customers and other parties have
	been completed and that any future claim shall constitute the liability of the Board of Directors for and on behalf of the Bank.
	Directors for and on octain of the Bank.
	Thanking you in advance for consideration of our application.
	Thanking you in devence for consideration of our application.
	Wassalamu'alaikum Wr. Wb.
	rassaana aaanan 11. 110.
	BOARD OF DIRECTORS
cc:	Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office)
	Bank Indonesia Regional Office in the area in which the Branch Office is to be closed.

For a Bank having its head office outside the working area of the Bank Indonesia head office.

*)

Appendix 33
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No. :
Encl. :
Γο
Bank Indonesia
Il. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. Directorate of Islamic Banking or
Bank Indonesia Regional Office*)
Subject: Closure of Bank Branch Office
Assalamu'alaikum Wr. Wb.
Pursuant to approval of the Governor of Bank Indonesia Number
dated concerning office closure, pleased be informed that on (date),
we closed our Branch Office at the address of
Attached herewith is a photocopy of a newspaper clipping containing the announcement of the Bank office closure.
and uncoment of the Bunk office Closure.
Kindly be informed.
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS
DOTALD OF DIALCTORS

cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office)

Bank Indonesia Regional Office in the area in which the Branch Office is closed.

*) For a Bank having its head office outside the working area of the Bank Indonesia head office.

			Appendix 34		
No.	:				
Encl.	:				
To					
Bank	Indonesia				
Jl. M	.H. Thamrin No.2				
JAK/	ARTA 10110				
	Attn. Directorate of Islamic	c Banking or			
	Bank Indonesia Region	onal Office*)			
	Subject: Plan for Closure	of Sub-Branch Offices/Units			
	Assalamu'alaikum Wr. Wb.				
	We hereby inform you of	our plan for closure of our	Sub-Branch offices/units as		
follov	ws**):	_			
No	Unit	Location	Date		
1.	Sub-Branch Offices	ab			
2.	Sharia Banking Units	a			
2	C 1 II '	b			
3.	Cash Units	ab			
		osed for reasons of			
		Branch Offices/Units to custon	-		
arran					
	Kindly be informed. Wassalamu'alaikum Wr. W.	1.			
	wassaiamu aiaikum wr. wi		DD OF DIDECTORS		
		BOAI	RD OF DIRECTORS		
cc:	Directorate of Islamic Banking (f Indonesia head office)	for a Bank having its head office in the	e working area of the Bank		
	Bank Indonesia	gional Office (for a Bank having its he	and office outside the working area		
*)	Bank Indonesia Regional Office in the area in which the Bank offices are to be closed.				
**)	Delete whichever is not applicable.				

		Appendix	<u>x 35</u>
No. :			
Encl. :			
То			
Bank Indonesia			
Jl. M.H. Thamrin No. 2			
JAKARTA 10110			
Attn. <u>Directorate of Is</u>	lamic Banking or		
Bank Indonesia	Regional Office*)		
Subject: Closure of S	ub-Branch Offices/Units		
,			
Assalamu'alaikum Wr.	Wb.		
In reference to our lett	er number dated	concert	ning
	informed that we have closed**):		8
Unit	Location	Date	
Sub-Branch Offices	a		
	l h		l

Unit	Location	Date
Sub-Branch Offices	a	
	b	
Sharia Banking Units	a	
	b	
Cash Units	a	
	b	

Enclosed are the required documents.

Kindly be informed.

Wassalamu'alaikum Wr. Wb.

cc:	Directorate of Islamic Indonesia Head Office)	U (a Bank hav	ring its head	d office in	the worki	ng area	of the	Bank
	Bank Indonesia of the Bank Indonesia h	C	Office (for	a Bank hav	ing its head	d office out	side the v	working	g area

- *) Bank Indonesia Regional Office in the area in which the Bank offices are closed.
- **) Delete whichever is not applicable.

				Appendix 36
			,	
No. :				
Encl. :				
To				
Bank Ind	onesia			
Jl. M.H.	Γhamrin No. 2 2			
JAKART	<u>A 10110</u>			

Attn. <u>Directorate of Islamic Banking or</u>
<u>Local Bank Indonesia Regional Office</u>*)

Subject: Plan to Terminate Operation of Outdoor Cash Units

Assalamu'alaikum Wr. Wb.

Please be informed of our plan to terminate the operation of Outdoor Cash Units and the reasons for this termination as follows:

No	Unit **)	Location	Date
1.	Payment Points	a	
		b	
2.	Mobile/Floating Cash Units	a	
		b	
3.	Automated Teller Machines	a	
	(ATMs)	b	
4.	Other Units**)	a	
		b	

Kindly be informed.

Wassalamu'alaikum Wr. Wb.

BOARD OF DIRECTORS

cc:	Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank
	Indonesia head office)

- *) Bank Indonesia Regional Office in the area in which the units are to be closed.
- **) Delete whichever is not applicable.

			Appendix 37
N			
No.	:		
Encl.	:		
_			
To			
	Indonesia		
Jl. M.1	H. Thamrin No. 2		
<u>JAKA</u>	<u>RTA 10110</u>		
	Attn. Directorate of Islamic E	Banking or	
	Bank Indonesia Region	al Office*)	
	Subject: <u>Terminated Operation</u>	on of Outdoor Cash Units	
	Assalamu'alaikum Wr. Wb.		
	In reference to our letter num		
follow	, please be inform	ned of the terminated operation	on of Outdoor Cash Units as
No	Unit**)	Location	Date
1.	Payment Points	a	Date
		b	
2.	Mobile/Floating Cash Units	a	
3.	Automated Teller Machines	ba.	
	(ATMs)	b	
	Kindly be informed.		
	Wassalamu'alaikum Wr. Wb.		
		В	BOARD OF DIRECTORS
		D 11 1 1 1 00	· d · l · · · · · · · · · · · · · · · ·
cc:	Directorate of Islamic Banking (fo Indonesia Head Office)	r a Bank naving its head office	in the working area of the Bank
	Bank Indonesia	nal Office (for a Bank having its he	ead office outside the working area
	of the Bank Indonesia head office)		

Bank Indonesia Regional Office in the area in which the units are closed.

Delete whichever is not applicable.

*)

**)

		Appendix 38
		,
No.	:	
Encl.	:	
То		
The Go	overnor of B	ank Indonesia
Jl. M.H	H. Thamrin N	Jo.2
JAKAI	RTA 10110	
	Atta Dinas	stanata of Islamia Daulina an
		etorate of Islamic Banking or
	<u>Bank</u>	Indonesia Regional Office*)
	Subject:	Application for Closure of Offshore Branch Office/Other Operational Office
	Assalamu'a	laikum Wr. Wb.
_		h submit an application for closure of our offshore Branch Office/Other in the city of, (country) for reasons
	The followi	ng information is included for your consideration:
1.	Measures to parties; and	be taken for settlement of all liabilities of the office to customers and other
2.	Measures ta	ken to obtain approval from the competent national authority.
	Thanking ye	ou in advance for consideration of our application.
	Wassalamu	'alaikum Wr. Wb. BOARD OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.

Appendix 39
No. :
Encl. :
То
The Governor of Bank Indonesia
Jl. M.H. Thamrin No.2
<u>JAKARTA 10110</u>
Attn. Directorate of Islamic Banking or
Bank Indonesia Regional Office*)
Subject: Application for Closure of Offshore Representative Office/Non-Operational Office**)
Assalamu'alaikum Wr. Wb.
We herewith submit an application for closure of our overseas Representative Office/Non-Operational Office**) in the city of, (country) for reasons of
For your consideration, we are enclosing information on measures taken to obtain approval from the competent national authority.
Thanking you in advance for consideration of our application.
Wassalamu'alaikum Wr. Wb.
BOARD OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.

	Appendix 40
	,
No.	:
Encl.	
To	
Bank	Indonesia
Jl. M	.H. Thamrin No.2
<u>JAK</u>	ARTA 10110
	Attn. Directorate of Islamic Banking or
	Bank Indonesia Regional Office*)
	Subject: Closure of Overseas**) Branch Office/Other Operational Office***)
	Assalamu'alaikum Wr. Wb.
	Pursuant to approval for closure of Overseas**) Branch Office/Other Operational
	e***) number
	(country) was officially closed on (date)
	Please find enclosed the following:
1.	Proof of settlement of liabilities to customers and other parties.
2.	Personal statement from the Board of Directors of the Bank that measures for settlement of all liabilities of the office to customers and other parties have been completed and that any future claim shall constitute the liability of the Board of Directors for and on behalf of the Bank;
3.	Copy/photocopy of approval from the competent national authority.
	Kindly be informed.
	Wassalamu'alaikum Wr. Wb.
	BOARD OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete whichever is not applicable.
- ***) If other operational office, please specify type.

	Appendix 41
	,
No.	:
Encl.	. :
То	
Bank	x Indonesia
Jl. M	I.H. Thamrin No.2
JAK.	ARTA 10110
	Attn. <u>Directorate of Islamic Banking or</u>
	Bank Indonesia Regional Office*)
	Subject: Closure of Overseas**) Branch Office/Non-Operational Office
	Assalamu'alaikum Wr. Wb.
Indo: Offic	Pursuant to approval for closure of Overseas**) Branch Office/Other Non-Operational ce***) number
	Please find enclosed the following:
1.	Personal statement from the Board of Directors of the Bank that measures for settlement of all liabilities of the office to customers and other parties have been completed and that any future claim shall constitute the liability of the Board of Directors for and on behalf of the Bank;
2.	Copy/photocopy of approval from the competent national authority.
	Kindly be informed.
	Wassalamu'alaikum Wr. Wb.
	BOARD OF DIRECTORS

- cc: Directorate of Islamic Banking (for a Bank having its head office outside the working area of the Bank Indonesia head office).
- *) For a Bank having its head office outside the working area of the Bank Indonesia head office.
- **) Delete if not applicable.
- ***) If other operational office, please specify type.